

**Submission Date** 04-09-2018 11:19:10

**IP** 204.102.74.28

**First Name**

Dillon

**Last Name**

Woulfe

**E-mail Address**

dillon.woulfe@aol.com

**Phone**

415-272-1781

**Address**

1135 Capitol Ave

**Unit or Number**

N/A

**City, State**

San Francisco

**Zip Code**

94112

**What region(s) are you applying to work within?**

- San Francisco

**Which position(s) are you applying for?**

- Server
- Bartender
- Barback

**Are you applying for:**

- Full-Time

**When can you start?**

Monday, April 16, 2018

**Can you work overtime?**

Yes

**How did you hear about us?**

- Referral

**If you were referred, please tell us by whom:**

Dillon O'Shea

**What days/times can you work? Select all that apply:**

- Monday AM
- Monday PM

- Tuesday AM
- Tuesday PM
- Wednesday AM
- Wednesday PM
- Thursday AM
- Thursday PM
- Friday AM
- Friday PM
- Saturday AM
- Saturday PM
- Sunday AM
- Sunday PM

**Have you ever applied to or worked for Acrobat before?**

No

**Do you have any friends or relatives working for Acrobat? If so, please let us know who:**

Dillon O'Shea, friend

**If hired, would you have reliable means of transportation to and from work?**

Yes

**If hired, can you present evidence of your legal right to live and work in this country?**

Yes

**Are you able to perform the essential functions of the job for which you are applying?**

Yes

**Name of School**

Shasta College, 52 Units of coursework.

**City & State**

Redding, CA

**Grade/Degree**

3.3 GPA, no degree

**Graduated?**

No

**Do you have any special licenses? (If so, label under "Special")**

No

**Are you computer literate? (If so, label which programs under "Special")**

Yes

**Are you proficient with Point of Sale systems? (If so, label which under "Special")**

Yes

**Do you have any experience, training, qualifications or special skills? (If so, label under "Special")**

Yes

**Special:**

I am ServSafe Manager certified. I am skilled in Microsoft Word, PowerPoint, and Excel. I have operated POS systems under SYCOM.

**Are you currently employed?**

No

**Can we contact your current employer?**

No

**Name and Address of Employer**

Burger King  
2535 North St Anderson, CA 96007

**Type of Business**

Fast food restaurant

**Phone Number**

530-365-7155

**Your Position & Duties**

General Manager.

I oversaw a staff of 28 employees. I was responsible for restaurant budget, hiring and training employees, promoting and terminating employees, scheduling, labor, inventory controls, food ordering, and ensuring all food safety standards were met.

**Date of Employment (from/to):**

01/2014-10/2-14

**Reason for Leaving**

I left to focus on school, and I was in a position where I was able to go to school full time.

**Still Employed:**

No

**Name and Address of Employer**

Arby's  
2000 Arby Way Anderson, CA 96007

**Type of Business**

Fast food restaurant

**Phone Number**

530-365-5607

**Your Position & Duties**

Assistant Manager.

I assisted the GM in hiring and training staff. I led shifts of up to 8 employees at a time. I monitored inventory, and assisted in food ordering, food safety, and cash control procedures.

**Date of Employment (from/to):**

07/2012-01/2014

**Reason for Leaving**

Left for a better opportunity at Burger King.

**Still Employed:**

No

**Have you ever been fired from a previous place of employment? If yes, please explain:**

No

**First Name**

Kelsey

**Last Name**

Dean

**E-mail Address**

kmdean11@gmail.com

**Phone**

530-567-8833

**Relationship:**

Friend/ former manager

**Years Acquainted:**

5

**First Name**

Lenora

**Last Name**

Wilkes

**Phone**

530-378-0147

**Relationship:**

Former coworker

**Years Acquainted:**

6

**First Name**

Beth

**Last Name**

Ansures

**Phone**

530-355-2394

**Relationship:**

Former manager

**Years Acquainted:**

6

**I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand**

**that any omission or misstatement of material facts on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.**

- (Checked box indicates acknowledgement)

**I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.**

- (Checked box indicates acknowledgement)

**I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.**

- (Checked box indicates acknowledgement)

**I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.**

- (Checked box indicates acknowledgement)

**Acrobat Outsourcing is an at-will employer. I understand that nothing contained in the application, or conveyed during any interview, which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, with or without cause, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.**

- (Checked box indicates acknowledgement)

**I hereby acknowledge that I have read and understand the above statements.**

- (Checked box indicates acknowledgement)

**Applicant Digital Signature (Type Name):**

Dillon Woulfe

**Date:**

 Monday, April 09, 2018

**Please Attach Resume Below**

Resume Updated.docx



# Dillon Woulfe

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1135 Capitol Ave San Francisco, CA 94110 | C 415-272-1781 | dillon.woulfe@aol.com

## Summary

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Customer oriented, friendly, motivated food service worker. Extensive restaurant operations knowledge, including ServSafe management training. Seeking front of the house serving position.

## Highlights

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· Team leadership	· Customer service
· Staff development	· Scheduling
· Cost control	· Proficient salesperson
· Inventory and supply control	· Interpersonal skills
· Payroll	· Responsible and reliable

## Experience

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**General Manager** 01/2014-10/2014  
**Burger King** Anderson, CA

- Hired, trained, and oversaw a 28 employee staff.
- Scheduled employees according to labor budget.
- Ordered all product and implemented inventory monitoring and control standards.
- Regularly trained employees on weekly operation standards updates.
- Consistently monitored restaurant to ensure all food safety and operations standards were followed.

**Assistant Manager** 07/2012-01/2014  
**Arby's** Anderson, CA

- Assisted GM in hiring and training staff.
- Oversaw cash control and food safety procedures.
- Lead shifts of up to 7 employees.
- Assisted in inventory controls.
- Assisted in product ordering.

## Education

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**Shasta College** Redding, CA  
52 units of coursework in Psychology. 3.3 GPA



**Servers Test**

**Multiple Choice**

B

- 1) Food is served on what side with what hand?
  - a) On the left side with the left hand
  - b) On the left side with the right hand
  - c) On the right side with the left hand
  - d) On the right side with the right hand

D

- 2) Drinks are served on what side with what hand?
  - a) On the left side with the left hand
  - b) On the left side with the right hand
  - c) On the right side with the left hand
  - d) On the right side with the right hand

D

- 3) Food and drinks are removed on what side with what hand?
  - a) On the left side with the left hand
  - b) On the left side with the right hand
  - c) On the right side with the left hand
  - d) On the right side with the right hand

A

- 4) What part of a glass should you handle at all times?
  - a) The stem
  - b) The widest part of the glass
  - c) The top

D

- 5) When you are setting a dining room how should you set up your tablecloths?
  - a) Neatly and evenly across the tables
  - b) The creases should all be going in the same directions
  - c) The chairs should be centered and gently touching the table cloth
  - d) All of the above

D

- 6) If you bring the wrong entrée to a guest what should you do?
  - a) Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn
  - b) Inform the guests that you will bring the correct entrée once everyone else in the dinning room is served
  - c) Try to convince the guests to eat what you brought them
  - d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

**Match the Correct Vocabulary**

B Scullery

S Queen Mary

A Chaffing Dish

F French Passing

R Russian Service

C Corkscrew

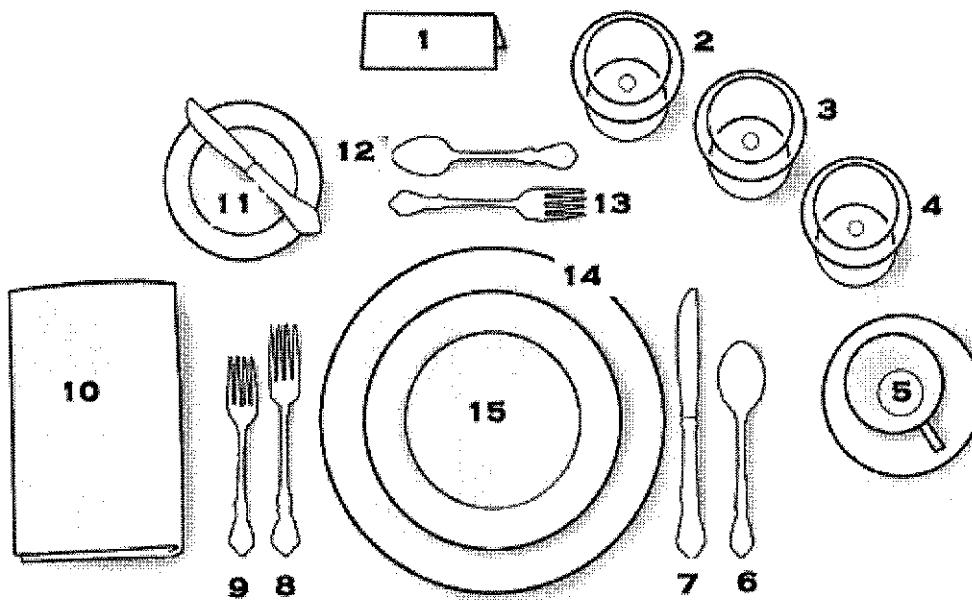
T Tray Jack

- A. Metal buffet device used to keep food warm by heating it over warmed water
- B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron)
- C. Used to hold a large tray on the dining floor
- D. Area for dirty dishware and glasses
- E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored
- F. Used to open bottles of wine
- G. Style of dining in which the courses come out one at a time

Name \_\_\_\_\_

**Servers Test**

**Score / 35**



**Match the Number to the Correct Vocabulary**

10	Napkin	8	Dinner Fork
11	Bread Plate and Knife	5	Tea or Coffee Cup and Saucer
1	Name Place Card	7	Dinner Knife
2	Teaspoon	3	Wine Glass (Red)
9	Dessert Fork	13	Salad Fork
12	Soup Spoon	14	Service Plate
15	Salad Plate	2	Wine Glass (White)
4	Water Glass		

**Fill in the Blank**

1. The utensils are placed \_\_\_\_\_ inch (es) from the edge of the table. 6
2. Coffee and Tea service should be accompanied by what extras? cream + sugar
3. Synchronized service is when: Everyone works together
4. What is generally indicated on the name placard other than the name? Party number
5. The Protein on a plate is typically served at what hour on the clock? 5:00
6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately? Tell the Kitchen